

**STAFFORD COUNTY SCHOOL BOARD**  
Agenda Consideration

**TOPIC:** Renewal of Contracts for Professional Consulting Services

**ITEM NO.:** 8F

**PREPARED BY:** Jim O'Shaughnessy, Executive Director  
for Planning and Construction  
Andre Nougaret, Assistant  
Superintendent for Support Services

**MEETING:** December 9, 2003  
**ACTION DATE:** Dec. 9, 2003

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**ACTION REQUESTED BY THE SUPERINTENDENT:** Approve renewal of one year contracts for professional consulting services with the firms listed below.

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**KEY POINTS:**

1. At the September 24, 2002 meeting, the School Board approved unit rate, annual contracts (renewable for up to three additional years) for professional consulting services in the design/inspection disciplines indicated below. Firms with approved unit rate, annual contracts are utilized on an as-needed basis for studies, investigations, and design work for minor projects (with separate proposals and purchase orders based on these unit rates for each project).
2. This year (2003-2004) is the second year of the four year period approved for these contracts. Both of the firms listed below agreed to a renewal of their contracts at the same unit rates and terms and conditions for 2002-2003.

**Geotechnical Engineering -**  
Froehling & Robertson, Inc.

**Industrial Hygiene Engineering -**  
Professional Service Industries, Inc.

**SCHOOL BOARD GOAL: #5 -** Provide Facilities that Promote Student Learning and Community Support.

**FUNDING SOURCE:** N/A

**AUTHORIZATION REFERENCE:** School Board Policy 4-35  
BID #66024  
Letters from the firms listed above (copies attached)